

Louisiana Behavior Analyst Board  
4334 S. Sherwood Forest Blvd., Suite C-150, Baton Rouge, LA 70816

**BOARD MEETING MINUTES: June 16, 2020**  
***(Approved July 21, 2020)***

**CERTIFICATION**

***In accordance with Proclamation JBE2020 – 30, Section 4, the Louisiana Behavior Analyst Board hereby certifies it would have been unable to operate due to quorum requirements and therefore held this board meeting via Zoom. The public was invited to access the first few minutes of the meeting before the board moved to Executive Session.***

The meeting of the Louisiana Behavior Analyst Board (Board) was noticed and called to order by Board Chair, Lloyd Boudloche, Jr. Ed.D. 9:11 a.m. on Tuesday, June 16, 2020 via Zoom. Participating were Board Members: Lloyd Boudloche, Jr. Courtney Wright, Calvin Cryer, Alfred Tuminello, Jr., Executive Director Rhonda Boe and Compliance Officer, Justin Owens. Renee Cole was absent. One professional board seat is vacant due to the resignation of Scott Williamson and the approved candidate is waiting the Governor's appointment. The consumer member position remains vacant.

A motion was made by Ms. Wright to approve the agenda for the June 16, 2020 meeting. None opposed and the motion passed.

Pursuant to LSA R.S. 42:6.1(4), Dr. Boudloche moved to enter Executive Session at 9:07 a.m. for credential file reviews.

Dr. Boudloche closed executive session at 9:55 a.m.

**A public Zoom code was posted and available to the public on the board website on May 25, 2020 and open meeting began at 10:06 a.m.**

Dr. Boudloche made a motion to approve the minutes from the May meeting. None opposed.

The following was reported regarding the credential file reviews:

Licensure Applicants 6.20/A and 6.20/B were approved for licensure.

An administrative revocation of a line technician from April of 2018 was now ready for review by the board. The board decided to uphold the revocation but since a revocation can only be for two years, Ms. Boe was asked to consult with Mr. Raines, board prosecuting attorney to determine if an applicant who is revoked can reapply after 2 years and would the applicant be subject to board review automatically.

The status of other applicants reviewed are contained in the attached report by compliance officer, Justin Owens.

Justin Owens left the meeting at 10:14 a.m.

Complaints Committee:

Ms. Boe presented the following report for Ellen Brocato, complaints coordinator:

- 1) A Consent Agreement is being offered.
- 2) Re-notice for additional allegations being prepared.
- 3) An informal meeting is scheduled for first week of July.
- 4) A consent agreement is being prepared to offer.
- 5) Hearing on summary suspension is scheduled for July 6, 2020.
- 6) Letter of Education is being considered.
- 7) Response to notice being reviewed.

Justin Owens left the meeting at 10:14 a.m.

Finance Committee:

Mr. Tuminello made a motion to pay the LSBEP June invoice if no discrepancies are noted. None opposed. The Reconciliations for April were reviewed and a motion was made by Ms. Tuminello to approve. None opposed.

Ms. Boe informed the board the budget changes approved last month were submitted for FY 19/20. Financials were not yet available as the changes had not been made to the budget items. Financials will be reviewed in July.

The board discussed contracts. Ms. Boe advised contract with Raines was being processed. Ms. Boe asked about renewing the contract with the current CPA for \$2500.00 for one year. Mr. Tuminello made a motion to renew CPA contract. None opposed. Ms. Boe advised the board should contract with another hearing officer in case the firm presently under contract ever has conflicts or needs to recuse. Ms. Wright motioned that Ms. Boe contract with another law firm to serve as hearing officer with the same terms in the present hearing officer's contract. None opposed.

A quote was received from General Informatics to update the SSL for the board's website. The board reviewed. Dr. Boudloche made a motion to accept the quote. None opposed.

Jurisprudence Committee:

No new business.

Legislative Committee:

SB 515 setting term limits for our board members did not make it through the legislative session and will have to be refiled next session. The board will need to draft emergency rules in the case of any future pandemics, etc.

Policies and Procedures Committee:

Updated policies and procedures for Criminal Record History Information are being drafted for review at the next meeting.

Continuing Education Committee:

No new business.

Supervision Oversight Committee:

No new business.

Long Range Planning:

No new business.

Discussion Items:

No discussion items.

Executive Director Report:

Ms. Boe informed the board the licensure software program was updated and she participated in a demonstration. There were items that still needed tweaking like electronic notarizations. A law recently passed and is being researched as Ms. Boe believes it requires an electronic notarization to be performed by a Louisiana Notary. Other items on the application are being added, moved, or deleted. Ms. Boe will give an update at the next meeting.

The next board meeting is tentatively scheduled for July 7, 2020, should time permit after the scheduled hearing. If time does not permit, board members will schedule the July meeting at the close of the hearing.

Dr. Boudloche adjourned the meeting at 11:06 a.m.

**Louisiana Behavior Analyst Board  
Credential Review Minutes  
June 16, 2020**

*Board Compliance Officer Justin Owens presented the following Line Technician applicants and registrants to the Board for initial or secondary consideration.:*

- 5.20/1** – The Board unanimously moved to **table** application until applicant provides the requested documentation.
- 5.20/2** - The Board moved unanimously to **approve** registration
- 5.20/4** - The Board moved unanimously to **approve** registration
- 5.20/6** - The Board moved unanimously to **approve** registration

*Board Compliance Officer Justin Owens presented the following Line Technicians, SCABAs and LBTs to the Board for ongoing monthly updates:*

- 1.20/5** – The Board moved unanimously to **continue** registration uninterrupted with monthly updates. Mr. Cryer abstained.
- 6.7/B** – The Board moved unanimously to **continue** registration uninterrupted with monthly updates. Mr. Tuminello abstained.

6.19/15 – The Board moved unanimously to **continue** registration uninterrupted with monthly updates.

8.19/2 – The Board moved unanimously to **continue** registration uninterrupted with monthly updates.

1.19/4 – The Board moved unanimously to **continue** registration uninterrupted with monthly updates.

12.19/11 – The Board moved unanimously to **continue** registration uninterrupted with monthly updates. Mr. Tuminello abstained.

8.19/8 – The Board moved unanimously to **continue** registration uninterrupted with monthly updates.

2.20/5 – The Board unanimously moved to **continue** registration uninterrupted with monthly updates.

2.20/1 – The Board moved unanimously to **continue** registration uninterrupted with monthly updates.

2.18/4 – The Board moved unanimously to **continue** registration uninterrupted with monthly updates.

2.20/6 – The Board unanimously moved to **continue** registration uninterrupted with monthly updates.

*Board Compliance Officer Justin Owens presented the following Line Technician registrants to the Board for ongoing quarterly updates:*

N/A